ORDINANCE NO. 5

Series, 1963

AN ORDINANCE ESTABLISHING A CITY PLANNING COMMISSION AND PRESCRIBING ITS POWERS AND DUTIES, AND DECLARING AN EMERGENCY.

The City of Elgin does ordain as follows:

Section 1. There is hereby created a City Planning Commission (hereinafter referred to as the Commission) for the City of Elgin, Oregon.

Section 2. The Commission shall consist of the Mayor, the City Attorney, and seven (7) other members to be appointed by the Mayor. All Commission members, except the City Attorney, must be residents of the City of Elgin and who have resided therein for not less than six (6) months.

Section 3. At the first meeting of the Commission, the seven appointed members shall choose their term of office by lot as follows: One to serve until the regular Council meeting of January, 1964; two to serve until the regular Council meeting of January, 1965; two to serve until the regular Council meeting of January, 1966; and two to serve until the regular Council meeting of January 1967. Their successors shall hold office for four (4) years. Any vacancy shall be filled by the appointment of the Mayor for the unexpired portion of the term.

Section 4. The Commission, at its first meeting, shall elect a president and a vice-president, who shall be members appointed by the Mayor and who shall thereafter hold office during the pleasure of the Commission.

Section 5. The Commission shall elect a secretary who need not be a member of the Commission. The secretary shall keep an accurate record of all Commission proceedings. The Commission shall on the first day of December of each year make and file with the City Recorder a report of all its transactions.

Section 6. Five (5) members of the Commission shall constitute a quorum. At least four (4) members appointed by the Mayor shall at all times constitute a part of such quorum.

Section 7. The Commission may make and alter rules and regulations for its government and procedure consistent with the laws of this state and with the city charter and city ordinances. It shall meet at such times and at such places as may be fixed by the Commission or as is requested by the City Council. Special meetings may be called at any time by the President or by three (3) members by written notice served upon each member of the Commission at least three (3) hours before the time specified for the proposed meeting.

Section 8. The Commission may employ consulting advice on municipal problems, a secretary and such clerks as may be necessary; and pay for their services and for such other expenses as the Commission may lawfully incur, including the necessary disbursements incurred by its members in the performance of their duties as members of the Commission, out of funds at the disposal of the Commission, as authorized by the City Council.

Section 9. The Commission shall have all the powers which are now or hereafter granted to it by the ordinances of this city or by general laws of the State of Oregon. The Commission shall control the subdivision of land and may make recommendations to the City Council, to public officials and to individuals regarding land use, location of thoroughfares and streets, public buildings, parks and other public facilities; and, regarding any other matter relating to the planning

and development of the city and the surrounding area. The Commission may make studies, hold hearings and prepare reports and recommendations on its own initiative or at the request of the City Council.

Section 10. All recommendations and suggestions made to the City Council by the Commission shall be in writing.

Section 11. The Commission shall have no authority to make expenditures on behalf of the city, or to obligate the city for the payment of any sums of money, except as herein provided, and then only after the City Council shall have first authorized such expenditures by appropriate ordinance, (or resolution) which ordinance (or resolution) shall provide the administrative methods by which such funds shall be drawn and expended.

Section 12. WHEREAS, numerous problems and incidents have arisen in the City of Elgin with respect to land usage and the same are currently pending before the City Council, and all of which require immediate planning and solution, in order to preserve the peace, health and welfare of said city; now, therefore, an emergency is hereby declared to exist and this Ordinance shall be in full force and effect from and after the unanimous passage hereof and its approval by the Mayor.

PASSED this 14th day of May, 1963.

APPROVED this 14th day of May, 1963.

Lloyd C. Spike
Mayor

ATTESTED and filed this
14th day of May, 1963.

Ethel J. Hunt
City Recorder